

Important changes to the Utah license or identification card that will affect you!



Keith D. Squires, Commissioner
Nannette Rolfe, Director

- ✓ Any document not in English must be translated by a certified translator approved by the Division and accompanied with the original.
- ✓ Any name variation from your identity document must be accompanied by legal documentation authorizing the name change (marriage, divorce or court order).
- ✓ In some cases, document approval may not occur in the same day and may require an additional visit.
- ✓ All documents provided to the Division will be imaged and stored in a secure database and will be returned to the applicant.
- ✓ Applicants 21 or over may request a "Veteran" indicator be added to their certificate by providing their DD214 or for WWII Veterans, a Record/Notice of Separation indication an honorable discharge.
- ✓ Double check that you have all the correct documentation before visiting a Driver License office.
- ✓ Documents must be an original or a copy certified by the issuing agency.
- ✓ Faxed or photocopied documents will **NOT** be accepted.
- ✓ Documents are subject to departmental review and approval. Additional information may be required.

If you have any questions regarding appropriate documentation or fees, please contact the Utah Driver License Division at (801) 965-4437 or toll free (888) 353-4224 for assistance or visit our web site at www.driverlicense.utah.gov

If you are a U.S. Citizen, U.S. National or Permanent Resident Alien, you must provide the following documentation to obtain or renew a License, Learner Permit, Identification Card or Commercial Driver License.

Identity and Legal/Lawful Status Verification (must provide one)

- Valid, unexpired U.S. passport or passport card; or
- Certified copy of a birth certificate filed with the State Office of Vital Statistics or equivalent agency in the individual's state of birth (small laminated birth certificates or hospital certificates will not be accepted); or
- Consular Report of Birth Abroad (CRBA) issued by the U.S. Department of State, Form FS-240, DS-1350, or FS-545; or
- Valid, unexpired Permanent Resident Card, Form I-551; or
- Certificate of Naturalization issued by DHS, Form N-550 or Form N-570; or
- Certificate of Citizenship, Form N-560 or Form N-561, issued by DHS

- AND -

Utah Residency/Mailing Verification if different than current Utah Driver License record (must provide two)

- Must display the applicant's name and principal Utah residence address which may include:
 - Bank statement (dated within 60 days);
 - Court documents;
 - Current mortgage or rental contract;
 - Major credit card bill (dated within 60 days)
 - Property tax notice (statement or receipt dated within one year);
 - School transcript (dated within 90 days)
 - Utility bill (billing date within 60 days), (cell phone bills will not be accepted);
 - Vehicle title;
- Other documents acceptable to the Division upon review, except that only one document printed from the internet will be accepted.

- AND -

Social Security Verification (must provide one)

- Social Security card issued by the U.S. government that has been signed (stub will not be accepted); or
- If the Social Security card is not available, the applicant may present one of the following documents which contain the applicant's name and full Social Security Number:
 - W-2 form;
 - SSA-1099 form;
 - Non SSA-1099 form;
 - Pay stub showing the applicant's name and Social Security Number; or
- Letter from the Social Security Administration indicating ineligibility to obtain a Social Security number as a result of their legal/lawful presence status.

- AND -

Proof of Driving Experience required for first Utah license (not required when obtaining a learner permit)

- Evidence of completion of a course in driver training; or
- Evidence of a driving privilege issued in another state or country.

See reverse side for specific information regarding Limited Term License/Identification Card or Driving Privilege Card (DPC)

If you are in the United States legally but not a U.S. Citizen, U.S. National or Permanent Resident Alien, you must provide the following documentation to obtain a Limited-Term Driver License, Limited-Term Learner Permit, Limited-Term Identification Card, or Limited-Term Commercial Driver License.

Identity (must provide one)

- Unexpired Employment Authorization Document (EAD) issued by DHS, Form I-766 or Form I-688B; verified by the Systematic Alien Verification for Entitlements system (SAVE); or
- Unexpired foreign passport with documentary evidence of the applicant's most recent admittance into the United States verified through SAVE;

- AND -

Proof of Legal/Lawful Presence (must provide one)

- A document issued by the U.S. Federal Government that establishes **proof of one of the below statuses** providing evidence of lawful entrance into the United States of America verified through SAVE:

- Unexpired immigrant or nonimmigrant visa status for admission into the United States issued by the U.S. Federal Government;
- Pending or approved application for asylum in the United States;
- Admission into the United States as a refugee;
- Pending or approved application for temporary protected status in the United States;
- Approved deferred action status; or
- Pending application for adjustment of status to legal permanent resident or conditional resident; or
- Conditional permanent resident alien status.

- AND -

Social Security Verification (must provide one)

- Social Security card issued by the U.S. government that has been signed, (stub will not be accepted); or
- If the Social Security card is not available, the applicant may present one of the following documents which contain the applicant's name and full Social Security Number:

- W-2 form;
- SSA-1099 form;
- Non SSA-1099 form;
- Pay stub showing the applicant's name and Social Security Number; or

- Letter from the Social Security Administration indicating ineligibility to obtain a Social Security number as a result of their legal/lawful presence status.

- AND -

Utah Residency/Mailing Verification if different than current

Utah Driver License record (must provide two)

- Must display the applicant's name and principal Utah residence address which may include:
 - Bank statement (dated within 60 days);
 - Court documents;
 - Current mortgage or rental contract;
 - Major credit card bill (dated within 60 days)
 - Property tax notice (statement or receipt dated within one year);
 - School transcript (dated within 90 days)
 - Utility bill (billing date within 60 days), (cell phone bills will not be accepted);
 - Vehicle title;
- Other documents acceptable to the Division upon review, except that only one document printed from the internet will be accepted.

- AND -

Proof of Driving Experience required for first Utah license (not required when obtaining a learner permit)

- Evidence of completion of a course in driver training; or
- Evidence of a driving privilege issued in another state or country.

If you are an undocumented Immigrant in the United States, you must provide the following documentation to obtain or renew a Driving Privilege Card or Learner Permit.

Identity Verification

- Foreign birth certificate or unexpired foreign passport including a certified translation if the document is not in English.

- AND ONE OF THE FOLLOWING -

Church records, court records, driver license, employee ID, insurance ID card, Matricular Consular Card (issued in Utah), Mexican Voter Registration card, school records, Utah DPC, other evidence considered acceptable by the Division Director or designee.

- AND -

Social Security Verification OR Individual Tax Identification Number (must provide one)

- Social Security card issued by the U.S. government that has been signed; or
- If the Social Security card is not available, the applicant may present one of the following documents which contain the applicant's name and full Social Security Number:
 - W-2 form;
 - SSA-1099;
 - Non SSA-1099;
 - Pay stub showing the applicant's name and Social Security Number; or
- Individual Tax Identification Number (ITIN) issued by the Internal Revenue Service (IRS); or
- Document or letter from the IRS verifying the ITIN

- AND -

Utah Residency/Mailing Verification if different than current Utah Driver License record (must provide two)

- Must display the applicant's name and principal Utah residence address which may include:
 - Bank statement dated within 60 days, Court documents, Current mortgage or rental contract, Major credit card bill dated within 60 days, Property tax notice statement or receipt dated within one year, School transcript dated within 90 days, Utility bill date within 60 days (cell phone bills will not be accepted), Vehicle title.
- Other documents acceptable to the Division upon review (only one document printed from the internet will be accepted).

- AND -

Fingerprint Card & Photo (additional fee required)

- Must be obtained and placed into a sealed envelope at the Bureau of Criminal Identification (BCI) or a participating law enforcement agency. Required only once for renewal or original application on or after July 1, 2011.

- AND -

Proof of Driving Experience required for first Utah license (not required when obtaining a learner permit)

- Evidence of completion of a course in driver training; or
- Evidence of a driving privilege issued in another state or country.